

Lansing Public Library  
Board of Trustees  
Regular Board Meeting Minutes  
May 20, 2021  
(via Zoom )

Board Vice President Sharon Novak called the Regular Board meeting to order at 6:40 pm.

Present: Sharon Novak, Lillian Ball (zoom), Mozella Brown (zoom), Bonnie Cuthbert,  
Judy Koch and Jeri Villa

Absent: Tim Glinski

Visitors: Dan Eallonardo, Independent Construction  
Alex Todd (zoom), Dieters and Todd  
Kellie Staley (zoom), RJ Reynolds- IT Department

Also Present: Debbie Albrecht, Library Director and Eleanor Borys, Admin. Asst.

**Dan Eallonardo from Independent Construction Re-Model Project update:** Dan shared the Lower Level Renovation Status Report with the board. Dan was happy to report of the substantial re-model completion. Darren will complete a final walk-thru next week. Dan said the new parking lot lights are his favorite part of the renovation.

**Alex Todd from Dieters and Todd:** Mr. Todd gave the Board a brief background on the firm. He explained their experience in Director searches. He explained the next process would be meeting Library Board as well as the staff. They will be also be studying the surrounding areas. After gathering the information of the Boards expectations, they can create a job description to post for the new Director's position. They have already started the four-month process.

**Approval of Minutes:** Bonnie Cuthbert moved and Judy Koch seconded the motion to approve April 15, 2021 minutes of the Regular Board Meeting. All present voted aye. Motion carried.

**Approval of Expenditures:** Bonnie Cuthbert moved and Sharon Novak seconded to approve payment of May 2021 general/prepaid bills in the amount of \$250,139.32. All present voted aye on a roll call vote. Motion carried.

**Accept Director and department Heads' Monthly Reports:** Debbie reminded the board of the Home Town Hero's program on May 27<sup>th</sup> from 6-7:30 pm.

**Friends of the Library:** They are still our friends. Debbie was not sure when the Friends will resume the book sale.

**Set Fee for Non-Resident Cards for FY21/22:** Debbie stated that the fee calculated out to be \$218.00, which is slightly higher than last year's \$207.00 fee. Judy Koch moved and Bonnie Cuthbert seconded to approve the fee for Non-Resident cards for FY21/22 at \$218.00. All present voted aye on a roll call vote. Motion carried.

**First Reading of Idea Audio & Visual Labs & Maker Equipment Policy :** Debbie shared the proposed Library IDEA Audio & Video Labs & Maker Equipment new policy. The Board will vote next meeting.

**Discussion on the library's current state of affairs:** The Library is following the first step per the CDC and does not require masks if you have been vaccinated. The next step will be our re-opening on June 7<sup>th</sup> 2021.

Vice President Sharon Novak declared the Regular May 20, 2021 Board Meeting adjourned at 7:35 p.m.

The next regular board meeting will be on June 17, 2021.

Submitted by,

Eleanor Borys, Administrative Asst.